

**Recap of January 8, 2004, Meeting
Information Service Policy Committee
1:00pm Room 106 County/City Building**

Attendees:

Ray Stevens, Dave Kroeker, Randy Ober, Ken Kuszak, Doug Thomas

Administrative:

I.S. Remodeling,

Bids for the I.S. remodeling were due in yesterday. Low bid was actually \$86,100 but they did not have a bid bond, and it was a company that neither Vince nor the architect had heard of, so the bid went to second lowest bidder. The modular furniture tear down and reinstall by Keogh's is about \$7,600 combined with the \$7,500 to Pearson Architects, we are looking at about \$115,000 worth of work. They said it should take 42 days for each phase of the remodeling and work should start this month sometime. The remodel will be done in two phases. Phase one is everything except Systems Development. Systems Development is phase two. We are going to try to get together with the contractor, who was the successful bidder, and see if they can leave us the training room and the conference room until the very end because we could stick people in there and work out of these rooms. We also have some of the offices in back that Ken and Jeff are going to use for storage. We are not doing any work in the computer room. Working conditions will be tough for a while but it will be nice once the work is complete. They are pulling out all of the ceiling tile and frame work and all of the carpeting will be replaced. No environmental stuff is planned at this time. We are going to use the basement because they are going to start working on the first floor for the State Patrol Records Division shortly.

Parking,

I.S. received nine more spots west of the building that employees are going to pay for. Another 12 people are going to pay to park in the new parking garage. There were two people who were unhappy on the outcome of the stalls in the back of the building.

Budget Preparation;

All of the budget figures are suppose to be given to Steve for the City on January 20, 2004. The County's budget numbers will probably be out around the first or second week of February. For the County Assessor we are going to budget their costs based on the assumption that OASIS will be running for the full fiscal year. We will also give them some numbers of what networking costs might be in terms of administration on six or seven more servers. Ken and Doug will need to work on getting some numbers together for Rob. Dave has heard there will be \$300,000 a year savings, in Dave's projections he was using \$200,000 per year. There will be administration on the servers and port charges on the servers. Norm does not have much choice in the switching of systems because the vendor only has about 10 sites running on a similar platform. The costs to support 10 sites will become cost prohibitive. The Assessor has indicated to Doug they are planning on staying on the mainframe until the April revaluation of 2005. This does not mean they will not have started doing initial work but in terms of mainframe stuff, that is why we projected it out for the full year. They are waiting to see how the Johnson County/Kansas/Kansas City migration goes. Kansas City is also going to this Orion product from CLT. The County Board has not seen the new numbers yet.

Mental Health - New Location,

The County Board purchased the former Blood Bank building at 29th & "O" Street for \$750,000 which will be used for Mental Health's Day Center. We do not have any fiber to 29th & "O" but the Health Department is close. Dean said he was going to be moving some records to this building. We might be able to do some wireless from the Health Department?

Networking:

Mental Health/Trabert/Health Fiber,

We are meeting with Public Works on Monday. Doug has heard two different things. One person told him that Alltel's attorneys have a problem with it and another person told him that ABC attorney's have a problem with it. On Monday at 2:00 Doug will be meeting with Vince and the City Attorney to see what the problem is. This issue was suppose to have been resolved sometime ago. Steve Huggenberger is now handling this problem instead of Connor. Doug will know more on Monday.

Station 14;

The executive order did go through the Mayor's office on December 30, 2003, which authorized LES to connect from Interstate 180 to Fire Station 14, which is also the back-up 911 center and the Fire Department Training Center. The estimate for this project is about \$24,000 and I.S. will end up paying a portion of this. The plan is to make it back in being able to charge them a full rate on the PC connections to the network. Both Julie and Fire have some money marked for this project. They should be able to take the budgeted amounts for Alltel circuit charges and put those amount towards this project. The I.S. portion of this should be in the \$10,000 range, and it will give us many more PC's that we can charge the full port charge on instead of the half we charge now for frame relay connected PCs.

Fiber Relocation;

Commonwealth Electric is going to start working on the relocation of our fiber that goes along K Street and the west side of 9th on Monday. They did a walk through yesterday and got everything lined up with Dave Bernt. They are going to start by pulling in the pull strings first and then Tuesday they think they will get the fiber pulled in and they will then terminate it at the end of the week. Assuming we get our end of it done, the following weekend they will pull out the multimode and re-route it back into the new conduit. We are a little behind on this project because they did not get the conduit put in the Hall of Justice and the District Energy Office before the cold weather hit. The Building Commission will be reimbursing I.S. \$15,000 for this project. Approximately \$14,150 will be our cost to Network. This will improve our network because we will now have a redundant self healing loop on 9th and 10th street, (between Co/Ci, HoJ and IS).

Spam Filtering;

Our 30-day trial period ended for the Spam Filtering software we have been testing. We are working with Vince to see what we need to do to purchase the SPS Spam Prevention Solution software. We typically have 7,500 internet-based emails that come in from the internet, right now we are catching 2,000 a day and during the trial period with this software we were catching 6,000 a day as spam.

Micro Computer Support:

Servers;

All of our servers have been migrated over to the new network. This will allow us to start reconfiguring our servers so we can handle all IP traffic and we can get rid of the IPX protocol. We have done some testing on a PC internally, we had it communicating IP with the servers and it seemed much faster than it is now, (using IPX). We are hoping this will enhance response time significantly. For example, when we clicked on the directory it immediately came up, there was no delay at all. Where it will really help is our remote sites. Right now we are having to buy expensive 56k and T1 lines from Alltel, a T1 is \$600 a month and it is supposed to be 1.5 meg and the 56k lines

are \$150 per month. If we can make this IP only work, we can get Road Runner for \$50-\$90 per month running at about 6meg. There would be significant savings here as well as a major performance enhancement. We spend \$130,000 a year with Alltel on Frame Relay circuits. Doug would estimate the \$130,000 would come down to the \$40,000-\$50,000 a year. A business class circuit would be \$90 per month and would be five times faster for a lower price.

Ken is going to have a meeting with John Huff at the Fire Department about putting Road Runner in Station 5 and seeing how it works for them out there. The new Mental Health building could have Road Runner, the Elections Office, and any other remote sites could potentially go to Road Runner.

Operating System Server;

We currently load the operating systems on each PC individually and we are working on a server that will do this for us. The server will be on the network, we will put a PC on the network, tell it what operating system we want and it will load it for us. We will still do it at Information Services but this will also be used for remote operating system upgrades. Right now Bob is looking at how we are using the Ghost image. Right now the way it works for us we are required to ghost an image for each PC. Bob thinks there is a way that we can have one image that will work with all PC's.

Patch Server;

We are working on a patch server. A couple of months ago we got hit by the virus because a lot of people did not have their operating system up to date to protect against it. Now we have a server that will make sure the patches get pushed out to the PC's. We have been running this internally and it is working fine. We have turned it on for Public Works a couple of weeks ago with no problems. On Tuesday we turned it on for all City and County agencies, it seemed to be working okay except for some remote locations. Elections seemed to be having slower response times as did the Health Department. To fix the Health Department, since they have their own server out there, we will put another patch server out there, which is really just another workstation with a server configuration. We are still going to have trouble with some of the frame relay circuits with slow response time. The first time it runs it looks to see if you are running release four which is a pretty big file to download. We looked at Microsoft's website and it says over a network like that it will take three to five hours to download. We are looking at how to solve this problem. Once release four is on your PC then it is just the patches that get downloaded (a couple of minutes), it is just getting everyone updated to the current release. The patches are only put on the computer when you shut down and reboot. Bob can write a program that will go out and check to see if all of the pc's have them. This is for Windows 2000 and XP only, it does not include Windows95 or Windows98.

Notes Wireless;

Ken has started looking into a wireless product for notes, it is called Notes Domino Everyplace. This will allow you to access your Notes through a Palm or an internet capable cell phone. The software has been ordered and it will be about \$50 per person. Only the ones who use it will be charged for it. The problem is the IBM rep. told Ken, they will probably be phasing this out in about a year and will be going to something called Websphere Everyplace. When Ken looked at this product, it was considerably more expensive, it was about \$30,000 per processor and we have two processors in the Notes server. We might take it away at this point because we do not have enough need for this type of product to justify the expense. Ken told the IBM rep. that we would not spend \$60,000 on this and he told Ken it was for the full-blown package but you can buy modules of this that would be much cheaper. We will inform the users that this feature may be only available for the next year or so.

Applications Development,

County Attorney Case Management;

The County Attorney has given Mark changes to the SRD. Doug figured out the hours for this years budget, the County will not use an FTE in the current year, so when it gets into the May/June time-frame Dave and Doug will need to talk about what the County wants to encumber. Doug set aside an FTE of effort to work on the project and this is what the budget will reflect. Dave and Doug do not think the County has paid anything on this project to date. At this point, we have only put together the requirements document and it has yet to be determined if there is a product out there that can be purchased or if it will be internally written. Doug's thoughts are to get what they want it will probably have to be internally written and customized.

Jury Management System;

Dave and his staff at the Election Office are now working with the new Jury Management System. We did include some money in this years budget for future work on this system. We might be adding a check writing feature into the new system and we put some hours into JDE. There has been some talk about moving this jury function back to District Court.

Health Department ;

The Health Department is still working with CMHC and giving them every opportunity to deliver.

County Finance System;

Dave asked at what point the County JD Edwards project will be included as a monthly report in the ISPC packet. The contract is in the attorney's office and Dave wants to meet with Jim Walkenhorst, Vince Mejer and Christy Mundt, however, we still do not have a contact with JD Edwards. Once we have the signed contracts, Jim can make it a monthly report. Randy has been looking at the hardware and software needed for the new system. A time-line has not been established yet however, JD Edwards would really like to get started. They were agreeable to the County's changes. The hours did increase slightly but in the long term there will be savings. Christy raised some questions, one she said it is going to be Nebraska law, she also questioned the travel costs and wanted to know if we were going to cap them. Dave is willing to pay the hotel costs and he called Holiday Inn and it will cost \$55 per night for them to stay there. Dave talked to Christy about paying a per diem rate.

Dave suggested that Randy talk to Jim Walkenhorst about a time-line. Jim Walkenhorst sent Dave a message saying he'd recommend they push the start date back to July 1. Jim has finished the Mental Health RFP so Doug does not know what the reason would be for pushing the date back. Randy is putting the bid specs together it looks like for the unit and back up tape drive will be just over \$60,000. For one or two web servers to set in front of it will be about \$4,000. One will be good for start up and testing and the second one will be needed when production starts. It will cost about \$70,000 for start up hardware and about every three years we will upgrade the machines. Randy is spending most of his time trying to figure out how much disk storage the County will need. Jim will need these figures from Randy because he was going to put together a full project budget. Randy wants to have his bidder list ready and his bid spec ready to go when Dave gives the go ahead to start.

Technical Support,

Disaster Recovery at County Extension Building;

Randy has been working with Gary Bergman at the County Extension Office on setting up a disaster recovery site there. An electrical engineer and Dave Drevo, from the Building Commission, have reviewed the electrical in our building and what we will need out there. They have given us a proposal for upgrading the County Extension Building and it will cost just under \$13,500. Doug gave the go ahead on this project this morning. Dave thought it would be three weeks of work. We want to have this electrical in place by March 1, 2004 because the Sun Guard contract is up April first and we will not be renewing this contract with them. We will use this money to do the electrical and network devices out there.

Sun Guard's yearly contract is \$18,000 and it would cost \$20,000 to make to phone call telling them to bring the mobile data center here. The Sun Guard contract has been place since the 1980's. Gary has been more than cooperative with I.S. It is possible that I.S. could be out there three to six months if a disaster occurs.

Other Business;

Cedars Northbridge Facility,

Ray stated that this morning in regards to The Cedars Northbridge Facility at 27th and Holdrege, there was a proposal for a wireless connection to LPD and the County Board held up on approving it because of some questions they had. There was a \$2,000 equipment cost, which Ray assumes this is usable in other locations, and a \$1,500 instillation cost. The County is not sure how long this facility is going to be used by F3 and they would like some clarification of the installation cost. The contract is only for 6 months and it is renewable. The alternative would be to go through Alltel with a circuit. This would be slower and there would be a \$600-700 installation fee from them and a monthly charge. Only a portion of F3 is moving here but they are adding quite a few contractors. The State is paying them 85% of what they would do it themselves. The installation cost is for Axtell to come in and install the equipment. IS would cover any costs associated with actual hubs in the facility out of the operating budget for Networking.

Palm Pilots,

Ray also had a question regarding a request the County Board received from the Public Defender for a couple of Palm Pilots. The County Board also said no to this request because they were not sure what they wanted them for. The Public Defender wanted a wireless Palm and the Board was not sure it was a good idea. It does not present a problem for I.S. in terms of network security. The County Board had a discussion about making a policy for who should have the Palm Pilots. A person who truly needs a wireless Palm is someone who is constantly out of their office and needs to keep in touch with their office. Doug will provide Ray with a list of County employees who have wireless Palm's. Under the new Case Management System the Public Defender might have a need for a Palm and we could get them some at that time. They might have a need for one to schedule hearings and court appointments. The County Attorney does not have any applications written for them for the Palm, they could possibly want to use them for Notes Access, email, scheduling meetings, To Do Lists, or Web Browsing. We do let people use their private Palms if they want to use it for business.

Cell Phones,

Our networking guys have cell phones because they need to be reachable at all times and because most of the time they are out of the office. Doug's cell phone is his personal one which he does use it some for work purposes but expects no reimbursement. The on-call people also have cell phones but we try to limit the number of cell phones because they are hard to control and manage.

Next Meeting,

February 12, 2004